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Instructions: Use this form as a cover sheet for any paperwork you may need to submit to the Office of Public Records in order to make your Privately Sponsored Post-Travel Submission complete in accordance with Rule 35. **Only complete this form if you need to submit an amendment to a post-travel filing you have already submitted.**

SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING

Name of Traveler:

Adzua Agyapon

Employing Office/Committee:

Senator Bennet

Travel Expenses Paid by (List all sources):

KIPP Foundation

Travel Date(s):

January 9, 2019 - January 11, 2019

Description/Title of Attached Forms:

Form RE-1

Form RE-2

Private Sponsor Travel Form

Final Itinerary

Purpose of Amendment (describe the reason for amending original submission):

Correcting travel dates and submitting private sponsor travel form.

Ce/20/19

(Date)

(Signature of Traveler)

(Signature of Traveler)

Date/Time Stamp:

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Form RE-1

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The original *Employee Pre-Travel Authorization* (Form RE-1), AND
☒ A copy of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): KIPP Foundation

Travel date(s): January 9, 2019-January 11, 2019

Name of accompanying family member (if any): _____

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input checked="" type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount	\$515/ Per Participant	\$400/Per Participant	\$49.50 for first and last day of travel \$65/ Per participant for day of school visits	\$100/Per participant for transportation to and from the airport

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount	NONE	NONE	NONE	NONE

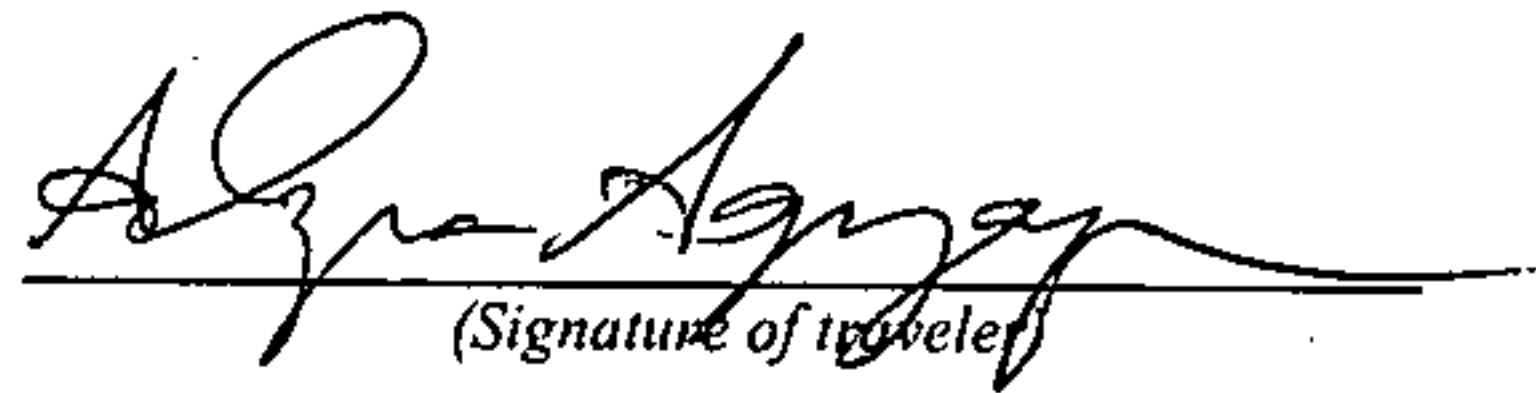
Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): During the visit to LA meetings and events were focused on KIPP and Green Dot's

strategies for effectively using government and local funding to create high-quality schools for students in need. See attached agenda and pre-travel forms for more detail.

6/20/19

6/20/19
(Date)

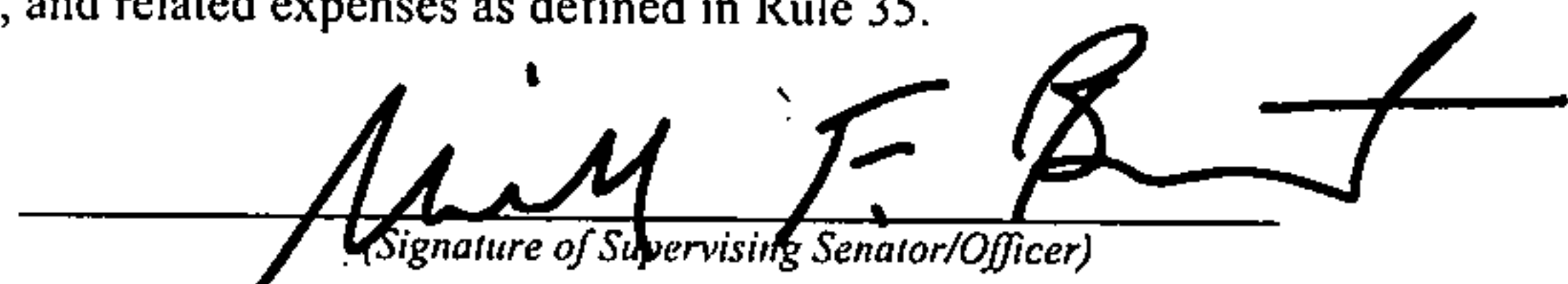
Adzua Agyapong
(Printed name of traveler)


(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

6/20/19
(Date)


(Signature of Supervising Senator/Officer)

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The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): _____

3. Dates of travel: January 9, 2019 - January 11, 2019

4. Place of travel: Los Angeles, California

5. Name and title of Senate invitees: See Attached

☐ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

- OR -

7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.

- AND -

8. I *certify* that:

☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.

— AND —

Private Sponsor Certification - Page 1 of 4

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

OR

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

OR

☒ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

N/A

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

KIPP Foundation is the sole organizer and conductor of the trip. KIPP Foundation sent out invitations, will book travel, and will be the point of contact for conducting the trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

KIPP Foundation is a national 501(c)(3) that trains and develops leaders and educators to lead KIPP schools such as KIPP: LA Prep. KIPP Foundation provides the aforementioned support, training, and development of leaders through KIPP regions, such as KIPP Los Angeles (KIPP LA).

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

In 2011, KIPP Foundation sponsored travel for a Senate Staffer to Nashville, TN for KIPP Foundation's National Summit.

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KIPP Foundation does provide educational materials and information to a variety of stakeholders as part of their mission. Along with professional development for KIPP Regions, KIPP Foundation also provides educational programs such as the Alumni Accelerator Fellowship, which helps...(continued on attached)

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	Total: \$515 Airfare: \$350 Ground: \$165	\$346	\$164	None

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip involves an event that is arranged or organized specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

Both schools are recipients of federal funds and are high-achieving public charter schools. This trip will provide staff an opportunity to see best practices at both locations. (continued on attached)

19. Name and location of hotel or other lodging facility:

Hotel Indigo - 899 Francisco St Los Angeles, California 90017

20. Reason(s) for selecting hotel or other lodging facility:

This hotel is centrally located in relation to both school site visits, the dinner location, and the airport
that Congressional Staff will be flying into/out of.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Meals and Hotel costs are less than the GSA prescribed per diem rates for Los Angeles, California for January 2019. Per guidance listed on the GSA website.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Transportation costs include round trip coach airfare from Washington, DC to Los Angeles, California,

Round trip taxi from attendees residences to Ronald Reagan Washington National(continued on attached)

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None.

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: 

Name and Title: Richard Barth

Name of Organization: KIPP Foundation

Address: 135 Main Street San Francisco, CA 94105

Telephone Number: (415) 399-1556

Fax Number: N/A

E-mail Address: rbarth@kipp.org

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Time (PT)	Description	Address
WEDNESDAY JANUARY 9, 2019		
8:26 pm	Attendees arrive in Los Angeles, California and check-in to the Hotel Indigo. NO EVENTS SCHEDULED FOR THIS DAY	Hotel Indigo 899 Francisco St, Los Angeles, CA 90017
THURSDAY JANUARY 10, 2019		
8:00 am	Guests will meet in Hotel Indigo lobby <i>Scott Quinn will welcome attendees, share packets with them for the visit, and guide them to the bus.</i>	Hotel Indigo 899 Francisco St, Los Angeles, CA 90017
8:15 - 9:00 am	Travel from Hotel Indigo to KIPP LA Prep <i>While traveling Amara Warren (Director of Alumni Engagement) and George Ramirez (KIPP Alumni Accelerator) will provide a welcome to the guests; introduce themselves and the other accelerators joining us. George shares his personal story as an alum and provides a high-level sense of place about KIPP LA and the school we're about to visit.</i>	KIPP LA Prep 2810 Whittier Blvd, Los Angeles, CA 90023
9:00 - 9:30 am	Breakfast at KIPP LA Prep <i>We will have food arriving from Corner Bakery between 8:30 – 8:45am.</i> <i>A KIPP:LA Prep Administrator will provide a welcome to the guests; introduce themselves and any KIPP: LA Prep Students accompanying us. The administrator will share his/her personal story as an educator and provide a detailed overview of place about KIPP LA and KIPP LA Prep.</i>	KIPP LA Prep 2810 Whittier Blvd, Los Angeles, CA 90023
9:30 - 11:30 am	KIPP LA Prep School Tour <i>The School Tour will consist of two (2) parts, a 1 hour tour of KIPP LA Prep, including classroom visits, and a 1 hour open discussion about KIPP LA Prep's curriculum, student experience, teacher experience, programs, and policies.</i>	KIPP LA Prep 2810 Whittier Blvd, Los Angeles, CA 90023
11:30 am - 12:15 pm	Travel from KIPP LA to Ánimo Pat Brown Charter High School <i>While traveling Melissa Diaz (KIPP Alumni Accelerator) shares her personal story as an</i>	Ánimo Pat Brown Charter High School 8255 Beach St, Los Angeles, CA 90001

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Scott Quinn
Special Coordinator - Government Affairs, Public Affairs, and Policy
KIPP Foundation
(202) 441-0032

	<p>Public Charter Schools and invites our parent/guardian guests to join her at the front of the room.</p> <p><i>Discussion 2 – Reflections from Marcia and Chad along with Final Questions from the Attendees – Begin when the Dessert Course is Served</i></p> <p>Amy Wilkins, Senior Vice President of Advocacy at the National Alliance of Public Charter Schools, introduces Marcia Aaron, Chief Executive Officer at KIPP LA Public Schools, and Chad Soleo, Interim Chief Executive Officer at Green Dot Public Charter Schools.</p>	
8:00 – 8:15 pm	<p>Travel on bus back to Hotel</p> <p><i>Scott Quinn will thank the group for joining us.</i></p>	Hotel Indigo - 899 Francisco St, Los Angeles, CA 90017
FRIDAY JANUARY 11, 2019		
NO LATER THAN 10:00 am PT	<p>Attendees check-out of Hotel Indigo and Depart from LAX</p> <p>NO EVENTS SCHEDULED FOR THIS DAY</p>	Hotel Indigo - 899 Francisco St, Los Angeles, CA 90017